



Republic of the Philippines  
Department of Health

**METRO MANILA CENTER FOR HEALTH DEVELOPMENT**

SIGNED NOTICE  
RECEIVED AT THE KMITS ON

12-19-2022

**NOTICE**

The Department of Health-Metro Manila Center for Health Development is looking for qualified applicants, to wit:

<b>1. POSITION</b>	<b>INFORMATION OFFICER II</b>
NUMBER OF SLOT/S	1
MONTHLY SALARY	SG 15 (PHP 36,619.00 plus 10% Premium: PHP 3,661.90)
NATURE OF ENGAGEMENT	CONTRACT OF SERVICE (JOB ORDER)
CONTRACT PERIOD	JANUARY TO JUNE 2023
PLACE OF ASSIGNMENT	OFFICE OF THE DIRECTOR IV – COMMUNICATIONS MANAGEMENT UNIT

**QUALIFICATION STANDARDS**

<b>EDUCATION:</b>	Bachelor’s degree relevant to the job (Preferably Bachelor’s degree in Communication Arts, Journalism or equivalent)
<b>EXPERIENCE:</b>	At least 1-year of relevant experience
<b>OTHER REQUIREMENTS:</b>	Willing to work during weekends Knowledgeable in software for video editing tools

**DEADLINE OF SUBMISSION: ON OR BEFORE DECEMBER 22, 2022.**  
**INCOMPLETE REQUIREMENTS SHALL NOT BE ENTERTAINED**

Interested qualified applicants may address their (scanned) letter of intent with accomplished personal data sheet and school credentials (diploma, transcript of records) to:

GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III  
Director IV

And submit to: dohncropersonnel@yahoo.com

Prepared by:

**GIRLIE D. LOPEZ**  
Administrative Officer V

Approved by:

**GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III**  
Director IV

Block 6 Barangay Road, Welfareville Compound, Barangay Addition Hills, Mandaluyong City 1550 • Trunk Line: 531-0034/531-0037 Fax: 535-4595 • URL: <http://ncroffice.doh.gov.ph> Email: [chd\\_mm@yahoo.com](mailto:chd_mm@yahoo.com)



**METRO MANILA CENTER FOR HEALTH DEVELOPMENT**



[ncroffice.doh.gov.ph](http://ncroffice.doh.gov.ph)



<https://www.facebook.com/MetroManilaCHD>



[chd\\_mm@yahoo.com](mailto:chd_mm@yahoo.com)



8531-0037, 8531-0026, 8531-0027